

SECRET

Approved For Release 2001/11/19 : CIA-RDP79-01154A000100030006

EYES ONLY

OTHER COMMENTS FROM [REDACTED]

25X1A9A

CARTOGRAPHY DIVISION

1. Cartography Division people work in a large open area that is typical of graphics production areas. Partitions should be available to afford some privacy and to cut down on the idle chatter which usually occurs under such conditions.

2. Two draftsmen share a single drafting table in the Cartography Division drafting section. Every one agreed that this situation is unsatisfactory and that it could be remedied by the expenditure of a relatively small sum of money to buy four drafting tables.

3. We encountered complaints in the Cartography Division about the clerical support provided by the front office. If the division continues to perform some clerical duties centrally, such as time and attendance record-keeping, steps should be taken to ensure that the clerical personnel involved do not inadvertently antagonize senior officials and other division employees.

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